AVILA COLLEGE · KANSAS CITY · MISSOURI
AVILA

STUDENT HANDBOOK

Of

AVILA COLLEGE

11901 Wornall
Kansas City, Missouri 64145

Presented By
The Student Government Association

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MESSAGE FROM THE PRESIDENT

We are privileged to be women educated in this twentieth century of revolutionary change. Ours is the daily encounter with reality in learning to choose, to change, to grow, and to adapt. The spirit of St. Teresa of Avila challenges each of us to go forward wisely, courageously, and faithfully in the fulfillment of self through service to our fellow men.

ABOUT THE COLLEGE

Avila College realizes its place in contemporary society. While methods and facilities of education are being constantly adapted to meet the challenges and needs of our times, the basic values and objectives of the college cannot change.

The foremost objective of Avila is to provide each student with the opportunity to develop intellectually, spiritually, culturally, and professionally so that she can continue in her personal development during her lifetime and find fulfillment in service to her fellow man. To this end the administration, faculty, and student body are dedicated.

THE SCHOOL SEAL

This is the official school seal, designed by Mary Finney Black, class of 1935. The open book in the center is a symbol of our school's patron, St. Teresa of Avila, the Spanish Carmelite of the sixteenth century.

The inscription on the pages of the book is the school motto: "Deo Adjuvante Non Timendum"--God helping, there is nothing to fear.

The lily carved immediately above the book is the emblem of St. Joseph and, consequently, of the Congregation of the Sisters of St. Joseph. Because the Sisters of St. Joseph of Carondelet are consecrated to the Most Holy Trinity and are placed under the protection of the Holy Family, a triangle, symbolic of the Holy Trinity, and a trefoil, symbolic of the Holy Family, are drawn about the book.

CAMPUS DIRECTORY

O'RIELLY HALL

FIRST FLOOR

Art service office 100
Art department 108, 109
Art studios 108, 109
Assembly area ..... southeast side
Dock area ..... northwest side
Laboratory classroom for educable mentally retarded 102
Language lab 104

SECOND FLOOR

Faculty offices ..... southeast side
Music department 208, 209
Music studios 208, 209
Science laboratories 214, 215
Typing room 207

Student lockers ..... tunnel
Drama stock rooms ..... tunnel

ADMINISTRATION - LIBRARY

Switchboard (P.A., information) ..... east side
Office of the President ..... east side
Department of Education and Psychology ..... east side

KAY ORSCHELN MEMORIAL CHAPEL south campus

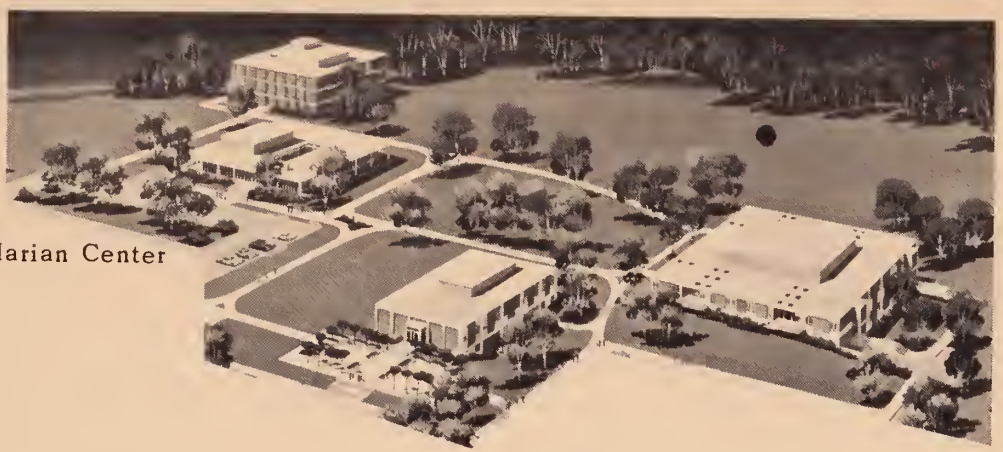
Office of the Academic Dean ..... west side
Office of Dean of Students ..... east side
Office of the Registrar ..... west side
Office of the Treasurer ..... west side
Director of Admissions ..... east side
Director of College Relations ..... east side
Library ..... lower level
Office of Chaplain ..... west side

MARIAN CENTER

Conference room ..... upper level
Cafeteria ..... upper level
Alumnae lounge ..... upper level
Director of Alumnae Relations and Publicity... upper level
Counselor's Office..... upper level
Telephones - Rest rooms ..... upper level
Student lounge ..... lower level
Bookstore ..... lower level
Canteen area ..... lower level
Office of the Avila Collegian ..... lower level
Rest rooms ..... lower level

CARONDELET HALL - Dormitory

MAP OF CAMPUS BUILDINGS



WHO TO SEE ABOUT WHAT

FACULTY ADVISOR
- academic counseling
- change of official program
- asking information about degree requirements
- seeking final approval of semester program
- requesting vocational advice

DEAN OF STUDENTS
- coordinating student activities and calendar
- general information about campus activities

ACADEMIC DEAN
- change in academic program
- application for readmission
- approval of major and minor fields
- academic advice

REGISTRAR
- registration for courses
- initiation of change in schedule
- request for official transcript to be sent to another institution
- obtaining an unofficial transcript for personal use
- change of name or address

DIRECTOR OF ADMISSIONS
- application to the college
- procurement of a catalogue
- information concerning:
  - scholarships
  - tuition grants
  - service contracts
  - work-study contracts
  - NDEA loans
- recommendations for prospective students

TREASURER
- financial aid
- financial arrangements
- tuition and fees
- checks cashed
- Notary public

BOOKSTORE MANAGER
- books and supplies
- caps and gowns
- postal service
- lost articles

COLLEGE CHAPLAIN
- religious counseling
- personal counseling

STUDENT COUNCIL MEMBERS
- information concerning student organizations
- information concerning student activities
- registration of legitimate complaints

COUNSELING PSYCHOLOGIST
- testing services
- personal counseling

PUBLICITY DIRECTOR
- all campus and other publicity

GENERAL INFORMATION

ACTIVITY FEE:

There is an activity fee required for all students. The fee is $25 for full-time students and $10 for part-time students. This fee covers such things as: class dues, year-book, federation dues, student directory and handbook, I.D. cards, Avila Collegian, speakers' expenses. and many other student government expenses.

BOOKSTORE:

Hours - 8 a.m. to 4 p.m. Monday through Friday
Saturdays and evenings during registration

New and used textbooks, postal service, drug sundries, student supplies, lost and found, hundreds of supplementary paperback books--these are only a few of the services rendered by the college store.

BULLETIN BOARDS:

Located opposite the faculty offices in O'Rielly Hall and in the student lounge area of Marian Center, these bulletin boards should be consulted daily for notices, regulations, or announcements that may concern you. Students are held responsible for matters contained in these notices.

CAFETERIA:

Situated in the upper level of Marian Center, the cafeteria is open to all students and faculty at the following hours:

7:30 a.m. to 8:00 a.m.
12:00 p.m. to 1:00 p.m. Monday through Friday
4:45 p.m. to 5:30 p.m.

7:30 a.m. to 8:00 a.m.
12:00 p.m. to 12:30 p.m. Saturday and Sunday
5:00 p.m. to 5:30 p.m.

DRINKING - SMOKING:

In accordance with state laws, Avila College does not permit the possession or consumption of alcoholic beverages either on the campus or at any official student activities held off-campus.

Smoking is permitted only in designated areas on campus--primarily, in the student lounges in Marian Center and in specific areas of Carondelet Hall.

LANGUAGE LAB:

The language lab is available for student use on weekdays from 8:30 a.m. until 5:00 p.m. Information concerning accessible materials and their proper usage may be obtained from the language instructors.

LIBRARY:

Hours - 8:15 a.m. to 9:00 p.m. Monday through Thurs.
8:15 a.m. to 4:30 p.m. Friday
8:15 a.m. to noon Saturday

Avila has a library of 44,600 volumes. Among the many services the library offers are: the reading room, periodical rooms, curriculum room, rare book room, and a varied supply of current journals and newspapers.

LOST AND FOUND:

For the benefit of those students who have the misfortune of misplacing various articles around campus, the bookstore acts as the lost and found department.

If you find any lost articles on campus, please deposit them there.

RETREAT:

For the benefit of all the students attending Avila College two days of recollection will be offered. One will be scheduled for each semester. There will also be opportunities for off-campus "closed" retreats. These will be held at various times during the year for any students wishing to attend. All Freshmen are required to make at least one day of recollection or a closed retreat.

CHAPLAIN:

Avila College has a Chaplain on campus who will help provide for the spiritual needs of the students.

Mass will be celebrated in the Kay Orscheln Memorial Chapel at 7:00 a.m. every Monday, Tuesday, Wednesday, Thursday, and Friday. A second daily Mass will be offered according to student needs. Times for weekend services will be posted.

The Chaplain will also be available for student consultation at various times during the week.

ACTIVITIES AND TRADITIONS

ART EXHIBITS:

Throughout the year there will be exhibits on display in the Alumnae Lounge of Marian Center. Exhibits will be from the collections of various well-known artists.

In the spring the senior art students exhibit selections of their work in Marian Center.

AVILA DAY:

Avila Day, commonly known as "College Day", held on or near the feast of St. Teresa of Avila, is an annual tradition of the college during which all new students are formally initiated into the academic life of this institution.

As part of the day's activities, each class presents song medleys which are faculty-judged according to quality and participation. The winning class receives a monetary award from the Student Council.

COMMENCEMENT:

Occurring at the end of the school year, this program includes a solemn procession with faculty and students in full academic dress, an address by a bacculaureate speaker, and the conferring of hoods on the graduates.

DRAMA PRESENTATIONS:

The drama department presents a varied series of annual productions among which are: serious full-length drama, oral readings of literature, Chamber Theater, Reader's Theater, and a play based on children's literature which is presented to the various grade schools in the city.

FATHER-DAUGHTER DANCE:

This annual tradition is held in the early part of the second semester. It usually features a dinner and dance for the students and their fathers.

HONORS CONVOCATION:

This tradition is almost self-explanatory; outstanding students are recognized for their contributions to the college and for their achievements. A listing of the honor societies and awards may be found in the catalogue.

ORIENTATION:

An entire day is set aside before the beginning of the first semester during which all new students are provided with necessary information about registration and student organizations. The information obtained at orientation is essential for the student unfamiliar with college life.

KEY CEREMONY:

The senior class is presented with their college keys (or rings) at this ceremony, held in fall.

MASS OF THE HOLY SPIRIT:

At the beginning of each school year; the student body takes part in a Mass invoking the blessings of the Holy Spirit for a fruitful college year.

SOCIAL EVENTS

Freshman Dance - gives the freshman class a chance to work together by organizing a dance for the student body. It is usually held in spring.

Holiday Dance - sponsored by the sophomore class, this dance is one of the most well-attended social events of the year. It is the only all-school formal affair, and is usually held in one of the better hotels of the city. A queen is chosen through competition based on class participation.

Christmas Party - for student body, faculty, and administration, is usually given shortly before Christmas vacation. The party includes a program of skits and entertainment.

Dinner Dance - a tradition recently revived by the juniors in 1964-1965, this function is held in honor of the senior class. The dinner-dance takes place in May at an area hotel or country club.

PARENT'S DAY:

Four events during the year are set aside specifically for the students and their parents. Each class has a separate Mass and brunch with some activity following the brunch.

STUDENT ORGANIZATIONS

STUDENT GOVERNMENT ASSOCIATION:

All of the students of Avila College are united in an organization called the Student Government Association. Its aim is to assist the students of this college in the pursuit of their endeavors and to govern and promote these affairs; to stimulate an awareness of the place of liberal arts in our society; to investigate student-teacher relations, faculty and administrative policy, and curricula.

The Student Council, composed of the executive and advisory boards, forms the permanent elective committee of the Association.

KANSAS CITY REGIONAL COUNCIL FOR HIGHER EDUCATION;

K.C.R.C.H.E. is an organization which aims to provide an agency for systematic communications among area institutions of higher education, and between them and other community groups and institutions. This council also provides an agency for cooperative planning and action and it acts as an information center in such a way as to promote a complete and accurate picture of higher educational resources in the Greater Kansas City Area. Avila students are represented on the council by three students who attend the student government sessions of the K.C.R.C.H.E. meetings. By attending these meetings the representatives are able to discuss the activities and problems of their college with representatives of other colleges. These representatives bring to the entire student body ideas which can be put into effect on the Avila campus.

ART SERVICE:

The Art Service is one of the most active organizations on campus. Not a club but a service group, it was begun with the aim of improving the quality of posters displayed on campus. Membership is open to any student interested in lettering, design of posters, or any of the fields related to this phase of art. A major or minor in art is not required for participation.

DRAMA CLUB:

The Drama Club has for its purpose the fostering of student and community interest in this representative phase of the liberal arts. The club welcomes membership and participation of the students both in the production of its presentations and as a supportive audience.

GLEE CLUB:

The Choral group represents the college at various intercollegiate and community functions.

Membership is based on both the ability and interest of the applicant. Credit hours may be earned through participation in chorus activities. (Refer to Catalogue).

FRENCH CLUB:

The French Club aims at developing among its members an interest in French culture and comparing and contrasting the backgrounds of the French people with those of the United States.

While maintaining a solid intellectual program through student and guest lectures, French films, and field trips, the club also schedules social events.

INTERNATIONAL RELATIONS CLUB:

The purpose of the I.R.C. is to acquaint the students with current international affairs and stimulate active interest in them. The club holds open forums at which the students may express their views on foreign policy and at which programmed discussions are carried out.

The I.R.C. is affiliated with a national organization which holds annual conventions in various parts of the country.

Any student who wishes to join can benefit greatly from this experience.

MISSION CLUB:

The Mission Club is unique in the fact that it is the only religious club on campus. The purposes of the club are: to initiate an interest in the missions and to inform the students of their activities; to explore mission possibilities in our own area; to aid the missions through prayer and fund-raising projects; to supply a spiritual influence on campus. Membership is open to all interested students.

NU SIGMA CHI:

Nu Sigma Chi is the campus club for students majoring in or interested in nursing. Its purposes are to promote unity among its members, to strive for better professional nursing, and to give service to others.

At the monthly meetings, the club presents films and guest speakers on various topics related to nursing.

Nu Sigma Chi encourages membership and participation in the activities of a larger organization - the National Student Nurses' Association.

PRESS CLUB

The students of Avila College issue a newspaper eight times during the school year - the Avila Collegian.

The purpose of this student publication is to provide an effective means of communication between faculty and students in all phases of campus life.

SOCIOLOGY CLUB:

The Sociology Club is an organization based on the purpose of furthering knowledge in this field. It is a required activity for students majoring in sociology and membership is open to all students. Typical club projects are discussions of various aspects of social work and field trips within the community in relation to sociological problems.

The club is also responsible for statistical surveys taken of student attitudes and opinions.

STUDENT NATIONAL EDUCATIONAL ASSOCIATION:

The S.N.E.A. is a pre-professional organization for college students preparing to teach. Members of the Avila chapter are automatically student members of the Missouri State Education Association and of the National Education Association, and they receive professional journals of these two organizations. S.N.E.A. meetings are held monthly and are planned to present educational opportunities to its members over and above their formal class material.

Avila students with a major or minor in education are expected to be active S.N.E.A. members; participation in S.N.E.A. activities is included in the professional credential file of each teacher placed through the Department of Education and Psychology.

COUNCIL FOR EXCEPTIONAL CHILDREN:

Chapter on campus for students interested in working with exceptional children.

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